

\_\_\_\_\_  
Date

June White, CMC  
Town Clerk  
Town of Lauderdale-By-The-Sea, Florida  
4501 Ocean Drive  
Lauderdale-By-The-Sea, FL 33308

**CERTIFICATION OF COMPLETION OF NEW COMMISSIONER ETHICS TRAINING**

I, Lauderdale-By-The-Sea Commissioner \_\_\_\_\_, hereby certify that I have completed four (4) hours of training conducted by the Office of the Town Attorney on the topics of public service ethics, public records, and the Sunshine Law as required by the Broward County Code of Ethics for Elected Officials, §1-19(d)(1), Broward County Code of Ordinances.

Commissioner \_\_\_\_\_

**Acknowledgement of Receipt:**

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Date

*(d) Training and Education.*

(1) New Elected Officials shall receive a minimum of four (4) hours of training from their governmental entity's attorney (or as directed by that attorney) on the topics of the Sunshine Law, public records, and public service ethics, and shall certify or acknowledge his or her participation in this training in a form filed with the entity's chief administrative official or clerk. Such training shall be completed within one hundred twenty (120) days after taking office. The four (4) hours of training shall count towards the eight (8) hour training referenced in the paragraph immediately below. Additional training for new Elected Officials offered by the Florida Association of Counties or the Florida League of Cities is strongly encouraged.

(2) Each Elected Official shall, on an annual basis, attend or participate in a minimum of eight (8) hours of continuing education training on the topic of public service ethics. These programs may be available through regional universities, municipal or local government organizations, or the state or regional Bar associations. Each Elected Official shall annually certify or acknowledge that he or she has met this requirement in a form filed with the entity's chief administrative official or clerk.